



Personnel Information Service  
Employment Screening Since 1995.

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The Source Personnel Information Service  
Employment Screening  
Excellence in Pre-Employment screening Security

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The Source has been providing timely, accurate and cost effective Background Checks for over 15 years. A low price means nothing if the information you get is inaccurate and incomplete. That's why The Source uses more than just databases--we do a live search in each and every county court exposed through our extensive screening process, and we do it in two business days or less.

Call us now to find out how qualified businesses can try our services for free. And don't forget to ask about our other products--Employment Verification, [Education Verification](#), [Credit Checks](#), [Drug Tests](#), [Driving Records](#) and much more!

## SPECIAL OFFER FREE BACKGROUND CHECK

- We're so confident you'll love our services that we're offering a free Background Check to qualified employers...
- Are you tired of 'cookie-cutter' solutions to your Background Screening needs? Let The Source design your custom package of services. We know that each business is unique, and we'll take the time to create a solution that works for you. Call us now at 800-700-7029 for a free consultation or Get Started online!

# SERVICES



The Source offers a wide variety of services that will allow you to hire with confidence. It isn't necessary--and may in fact be overly intrusive--to run all types of available searches on an applicant, or even to run the *same* checks on all of your applicants. A better solution is to create custom testing levels for various job responsibilities. The Source has the experience to help you tailor your services to insure an affordable, thorough and relevant Background Check. Here are some of the important features that The Source provides:

## Criminal Background Check

- The Source provides Flat Rate or Graduated Cost Criminal Background Checks.
- All research done on Primary Sources as well as Databases
- Includes searches on Maiden names, nicknames, aliases and diminutives
- Includes Social Security Trace
- includes Social Security Validation
- Includes Multi-State Database Search on more than 550 Million Criminal Records
- Includes Sexual Predator Search in all 50 States
- Includes searches of OFAC, PLC and other Patriot Act Databases
- Includes Court Fees
- Turnaround Time of less than 2 Business Days

## Employment Verification

Previous employers are tremendously valuable sources for information on a candidate. Our basic Employment Verification includes:

- Dates Employed
- Position
- Compensation
- Re-Hire Status

In addition, we can help you develop a custom set of up to 10 Reference questions. The answers to these questions will provide vital insight into your candidate's work habits!

## Education Verification

The most common level of Education Verification is last or highest degree—only the highest awarded degree is verified. In the event that the applicant has not received an advanced degree, the client can choose between a high school diploma/GED verification or verification of most recent college or university attendance. We verify as much of the following information as the school will provide:

- Dates of Attendance
- Degree received (if applicable) and any honors attained
- Name of the verifying party and their position
- Grade Point Average



## Credit Check

The Employment Credit report is exactly what it says--an employment-related credit history report. This particular report can be used for employment purposes only, and protects the privacy and security of the applicant by eliminating account numbers of credit cards and other credit accounts. The Employment Credit report is an extremely useful instrument for a number of reasons.

- First, the Employment Credit Report provides the applicants' credit history.
- Second, the Employment Credit report may reveal the names of employers that have not been disclosed by the applicant, thus increasing the effectiveness of the Previous Employer verification.
- Third, it provides a residence history and other names that may have been associated with the Social Security number being searched. This is valuable information when doing a Criminal History Search—names and counties of residence may be exposed that the applicant deliberately or inadvertently concealed.
- Fourth, Employment Credit Reports often yield information about your candidates' Civil Litigation history.
- Finally, the Employment Credit report may indicate that the Social Security number being searched is being used by more than one person or that your candidate has more than one Social Security Number associated with his or her credit record, indicating the need for further research.

## Sex Offender Search

The Sex Offender Search scans a National Database for the most dangerous Sexual Predators. Some states also provide mechanisms for searching for less violent offenders as well. This search is essential for jobs involving children or the elderly.

## Driving Record

Do you have employees who drive as a part of their job? If you do, it is vital that you verify that your candidates have a valid license before you hire them. Don't waste your time hiring personnel that can't be insured, or that have a history of alcohol violations and other high risk behaviors!

Motor Vehicle Reports provide the following information:

- Driver's License status
- History of accidents
- Violation details
- Current number of 'Points' your candidate has against his or her record

In addition, the Motor Vehicle Report can be a valuable supplement to your Criminal Background Check by revealing new locations to search and previously undiscovered vehicle-related crimes.

## Social Security Trace

The Social Security Trace is handy on a number of levels. It provides a history of addresses that the applicant has used to apply for credit. These addresses can then be used to provide a more thorough Criminal Background Check.

The Social Security Trace may provide other information as well. For instance, if the Social Security Number returned in the Address Update does not match that given by the applicant or multiple Social Security Numbers attached to your applicant's name are returned, further investigation may be warranted.

## Contact Us

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